

ROUTING AND TRANSMITTAL SLIP		Date
		6 June 1983
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. C/WPB/ODP		AMU 6 June
2. DD/P		SW
3. C/Admin Staff		am 16 June
4. D/ODP		ms 16 June
5. EXO/ODP		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	
REMARKS		
6. DD/ODP		g 6.17.83
7. F.O. files 1-Trip 1-Wang		

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FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
WPB/ODP	2D0117 Hqs

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OPTIONAL FORM 41 (Rev. 7-76)  
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\* GPO : 1981 O - 341-529 (120)

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**FORM NO. 241** **REPLACES FORM 36-8**  
**WHICH MAY BE USED.**

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15 June 1983

MEMORANDUM FOR THE RECORD

SUBJECT: Trip Report, 3-4 May 1983

1. This reports a trip to Massachusetts for the purpose of resolving several contract administrative issues with Wang Laboratories, Inc.

2. The major accomplishment was the establishment of a mechanism to track equipment with the associates monthly charges on the Agency repair and return contract. This effort will resolve many of the problems we experience with the DDO CRAFT project.

3. Several other areas were talked about at some length. On these topics Wang will research and respond at a later date.

Among these topics were:

- a. Lateness of delivery - Wang executive level personnel are apparently aware of the problem and are taking steps to insure more timely delivery.
- b. Forms tractor feeder - Wang will send a shipment of forms tractor feeders to the Wang Rosslyn office for Agency use. These feeders will be given to Agency components that were not aware of this free feeder option at the time they placed the original order.
- c. Deliveries to  were C.O.D. and not inside deliveries. Wang will check into this.
- d. Packing Lists - Wang will investigate as to why the lists are not consistently being put on the "OPEN ME FIRST" Box.
- e. CP/M license agreement - Agency personnel are currently expected to sign a license agreement whenever they acquire CP/M software. We asked Wang to check the necessity of this and to create a blanket agreement by the Agency itself rather than Agency personnel.
- f. Contract Amendment - Wang was unprepared to present an amendment package for our examination.

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SUBJECT: Trip Report, 3-4 May 1983

4. On the whole all issues were covered in great depth resulting in a better understanding of internal problems for both the Agency and Wang. By a face-to-face meeting we fostered a better relationship for the future.

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ODP/WPB

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